THE BYLAWS OF
THE KANSAS GAMMA CHAPTER OF
THE TAU BETA PI ASSOCIATION

Bylaw I

General Provisions

SECTION 1.01. **Autonomy**. The Bylaws herein shall autonomously govern the proceedings of the Kansas Gamma Chapter ("the Chapter") in all matters not expressly provided for by the Constitution and Bylaws ("the CBA") of the Tau Beta Pi Association, Inc. ("the Association").

SECTION 1.02. **Supremacy.** (a) The Chapter shall conform to such rules and regulations of Kansas State University ("the University") and of its Carl R. Ice College of Engineering ("the College") as may apply to honor societies and student organizations.

(b) In the event of conflict between the CBA and the rules and regulations of the University and/or the College, the rules of the University and/or the College shall prevail, and the Executive Director of the Association shall be notified of the circumstances of the conflict no later than seven calendar days after the date occurrence of the conflict.

SECTION 1.03. **Proxy.** In accordance with the CBA, no chapter member shall ever be allowed to vote by proxy.

SECTION 1.04. **Nondiscrimination.** The Chapter acknowledges and will abide by the following policy of the Kansas Board of Regents: "The established policy of the Board of Regents prohibits discrimination on the basis of age, race, color, religion, sex, marital status, national origin, physical handicap or disability, status as a Vietnam Era Veteran, sexual orientation or other factors which cannot be lawfully considered, within the state universities. All fraternal and campus related organizations shall follow this policy in the selection of their members, except the prohibition against sex discrimination shall not apply to social fraternities or sororities which are excluded from the application of Title IX of the Education Amendments of 1972 (20 U.S.C. Sec. 1681 et seq.). The right of organizations to establish standards for membership is acknowledged, provided that all students are afforded equal opportunity to meet those standards. Just as all students have the right to choose those with whom they would associate on the campus, an organization shall have the right to select its members subject to these principles. Nothing in this policy shall be interpreted as imposing a requirement which would violate the principle of selection on the basis of individual merit."

SECTION 1.05. **Fiscal Year.** In accordance with the University, the Chapter's fiscal year shall begin on July 1, and shall end on June 30 of the following calendar year.

SECTION 1.06. **Mission.** In addition to its obligation to the fulfillment of the Association's objectives, the Chapter shall define in its policies a localized mission statement for itself.

Bylaw II

Governance and Officers

SECTION 2.01. **Parliamentary Authority.** The rules contained within *Robert's Rules of Order Newly Revis*ed shall be the parliamentary authority governing the Chapter in all matters not provided for by the CBA or by the Bylaws herein.

SECTION 2.02. **Policies**. (a) The Chapter may pass policies governing its regular business.

(b) Policies may be proposed in writing to the President by any active member, and they must be ratified by an affirmative majority vote of the active membership.

(c) The Chapter shall not pass policies regarding constitutional amendments, election of membership, officer elections, changing of initiation fees or chapter dues, imposing assessments on student members, and disciplinary actions.

Commented [ND1]: C-VII, Sec. 4

Commented [ND2R1]: Slight changes made to this section and new abbreviations added, but consistent with provisions of CBA.

Commented [ND3]: Board of Regents policy which we must include.

Commented [ND4]: Policies were not expressly provided for by the old bylaws, but the power to create policies is implied. This new section provides a well-defined set of guidelines to follow.

Commented [ND5]: The matters excluded from policy authority require a three-fourths quorum. This is a much greater requirement than the affirmative majority vote requirement for regular business.

SECTION 2.03. **Chapter Officers.** (a) The student officers of the Chapter shall be a President, Vice President, Secretary, Treasurer, Director of Awards ("DAW"), Director of Events & Programs ("DEP"), Director of Membership & Regalia ("DMR"), Director of Public Relations ("DPR").

(b) The Chapter shall have no less than four advisors. The advisors shall be alumnus members of the Association, and advisors shall also be considered officers of the Chapter.

(c) The offices of Corresponding Secretary and Recording Secretary are hereby combined in accordance with the CBA.

(d) Additional offices shall be added at the discretion of the Advisory Board.

(e) (1) Any active member of the Chapter shall be eligible to run for a student office.

(2) Active members are only eligible to run for the office of the Director of Awards if they have previously served on the Awards Committee for no less than one full semester. If no active members are present who satisfy this criterion, then members shall be eligible for election if they have been active for an entire semester prior to the regular or special election. ~~Any active member of the Chapter shall be eligible to run for a student office.~~

(f) Any alumnus member of the Association shall be eligible to become an alumnus advisor.

(g) Offices shall be filled by an annual election occurring in the month of April.

(h) Special elections shall be held to fill prematurely vacated offices.

(i) Student officers shall serve one-year terms beginning on May 1 and ending on April 30.

(j) Officers may serve an unlimited number of terms.

(k) Officers may only be recalled by an affirmative vote of three-fourths of the Chapter's active membership and a unanimous affirmative vote by the Advisory Board. If the officer in question is on the Advisory Board, then that officer's vote shall not be considered for the purpose of determining a unanimous vote by the Board.

SECTION 2.04. **Officer Duties.** (a) Officers shall perform their duties in accordance with the CBA and the Bylaws of the Chapter.

(b) The President shall act as a responsible agent and leader of the Chapter. The President shall preside at all regular meetings and appoint all committees except as stated elsewhere in the Bylaws herein (subject to approval by a majority vote of the active body). The President shall cast only the deciding vote in case of a tie in all matters except elections. The President shall see to it that the other officers of the Chapter perform their duties in accordance with the Constitution and Bylaws of the Association and the Bylaws of the Chapter. The President shall coordinate with the Secretary to prepare business for regular meetings. The President shall review and approve all project reports submitted by members of the Chapter.

(c) The Vice President, in the absence of the President, shall fulfill the duties of the office of the President. The Vice President shall be a member of all committees. ~~The Vice President shall act as parliamentarian at all meetings.~~

(d) The Secretary shall take notes and author the minutes of all regular meetings and shall maintain a digital file of the minutes from each meeting. Minutes should be neatly organized in suitable folders. The Secretary shall carry on such correspondence of the Society as the President, any other officer, or the CBA may direct. The Secretary shall ensure all required reports are completed and submitted to Headquarters by the stated deadlines. The Secretary shall always maintain an accurate electronic list of active and inactive members. Said list shall also provide the current committee affiliations of all members.

(e) The Treasurer shall oversee all funds and bills of the Chapter as directed by the CBA. The Treasurer shall maintain account(s) in the name of the Chapter and/or coordinate with an accountant employed by the University who will maintain an account in the name of the Chapter. The Treasurer shall collect the new member initiation fees and remit the portion payable to the Association within fourteen (14) calendar days after each initiation ceremony. The Treasurer shall maintain the Chapter's financial records in a bookkeeping system recommended by the Executive Director except when either the College's rules or the University's rules require the Chapter's financial records be maintained in a specified manner.

Commented [ND6]: C-VII, Sec. 8(a)

Commented [ND7]: C-VII, Sec. 8(b)

Commented [ND8]: C-VII, Sec. 8(d)

Commented [ND9]: C-VII, Sec. 8(c)

Commented [ND10]: Used to be at the discretion of presiding officers.

Commented [ND11]: This was poorly/hardly defined before.

Commented [ND12]: Sometimes officers may need to do things which the general membership may not like for the sake of adhering to the Fundamental Principles and CBA. It is imperative that they be able to do so without facing removal. However, There must be a defined process for removal of officers who commit subjective wrongdoings.

Commented [ND13]: 'regular' has been added. It is not expected for the President to preside over meetings of committees of which he or she is not a member.

Commented [ND14]: The DAW, DEP, DMR, and DPR are now the dejure heads of their committees, and they shall appoint their committee members. However, the President may still appoint members to committees when needed. The President still appoints ad hoc committee chairs.

Commented [ND15]: The word only has been inserted to make the meaning of this sentence more clear.

Commented [ND16]: It is reasonable to expect the presider to help coordinate the business materials.

Commented [ND17]: VP needs to help coordinate the work of all committees, and a parliamentarian is impartial. There are not enough members in the chapter to have an impartial chair and a parliamentarian at each meeting. Also, it is unreasonable to expect students to be well-versed enough to function in this role. If anyone is a parliamentarian, it should be an advisor who helps the student members learn how to conduct a formal meeting.

Commented [ND18]: 'be in charge of' replaced by 'oversee'

Commented [ND19]: Additional language added to comply with the College's policies.

(f) The DAW shall preside over the Awards Committee and shall appoint and dismiss members of the Awards Committee (subject to approval by a majority vote of the active body). The DAW shall oversee the fulfillment of all charges of the Awards Committee and shall maintain confidentiality when necessary.

(g) The DEP shall preside over the Events & Programs Committee and shall appoint and dismiss members of the Events & Programs Committee (subject to approval by a majority vote of the active body). The DEP shall oversee the fulfillment of all charges of the Events & Programs Committee.

(h) The DMR shall preside over the Membership & Regalia Committee and shall appoint and dismiss members of the Membership & Regalia Committee (subject to approval by a majority vote of the active body). The DMR shall oversee correspondence for all prospective students invited to join the Association as well as all charges of the Membership & Regalia Committee. The DMR shall be responsible for the professional planning and execution of initiation ceremonies.

(i) The DPR shall preside over the Public Relations Committee and shall appoint and dismiss members of the Public Relations Committee. The DPR shall oversee the maintenance of the Chapter website and shall support the digital presence of the Chapter. The DPR shall administer the Chapter's internal newsletter and shall oversee the fulfillment of all charges of the Public Relations Committee.

(j) Alumnus advisors shall provide for continuity of chapter operations. They shall see that the Chapter:

(1) Selects candidates who meet the eligibility requirements of the CBA, the Chapter's bylaws, and the College's and/or the University's academic regulations.

(2) Balances its financial accounts and pays all bills by the end of the academic year.

(3) Effects an orderly officer transition following the election of officers.

(k) If the current officer is not present at a meeting, the officer elect shall act in the capacity of the current officer.

(l) Additional duties of each office include those assigned by the Chapter membership or by the President, and those applicable to the office as prescribed by the parliamentary authority adopted by the Association.

SECTION 2.05. **Advisory Board.** (a) In accordance with the CBA, the Advisory Board ("the Board") of the Chapter shall be composed of the President, Vice President, Secretary, and four alumnus members of the Association.

(b) In accordance with the CBA, the Board shall act as an advisory and judiciary committee to determine the advisability of any action taken or proposed by the Society, brought before it by the petition of a minority of the Chapter, referred to it by a vote of the same, or considered on its own initiative. The Board, by majority vote, may forbid such action, subject to an appeal to the Executive Council of the Association. ~~All changes in the Bylaws must be submitted to and be approved by the Board before going into effect.~~

(c) The Chair of the Board shall be elected by its members at the first Board meeting of the year.

(d) Alumnus members of the Board shall serve four-year terms.

(e) The Board shall have the power to formulate any necessary policies, such as the preparation of a budget for presentation to the membership of the Chapter.

(f) Actions of the Board shall be distributed to the active membership and other affected parties in writing, and records of every action shall be maintained electronically in suitable folders for future reference.

Bylaw III

Meetings and Quorum

SECTION 3.01. **Notifications.** Notices stating clearly the time, place and purpose of each regular meeting shall be sent electronically to all active members of the Chapter.

SECTION 3.02. ORDER OF BUSINESS. THE ORDER OF BUSINESS AT ALL MEETINGS SHALL BE AS FOLLOWS:

Commented [ND20]: This was previously a duty of the Membership Coordinator.

Commented [ND21]: C-VII, Sec. 10(b) assigns this responsibility to the Vice President unless otherwise provided for in the Chapter Bylaws.

Commented [ND22]: This was previously a duty of the Media Coordinator.

Commented [ND23]: C-VII, Sec. 11

Commented [ND24]: This language is included in the Bylaw on amendments.

Commented [ND25]: The word regular was inserted.

(1) ROLL CALL
(2) APPROVAL OF AGENDA
(3) READING OF MINUTES
(4) REPORTS OF OFFICERS, COMMITTEES, ETC.
(5) UNFINISHED BUSINESS
(6) NEW BUSINESS
(7) NEW BUSINESS FROM THE FLOOR
(8) READING OF THE FUNDAMENTAL PRINCIPLES
(9) ROLL CALL
(10) ADJOURNMENT~~SECTION 3.02. **Order of Business.** The order of business at all meetings shall be as follows:~~

~~(1) Roll call~~
~~(2) Approval of agenda~~
~~(3) Reading of minutes~~
~~(4) Reports of officers, committees, etc.~~
~~(5) Unfinished business~~
~~(6) New business~~
~~(7) New business from the floor~~
~~(8) Reading of The Fundamental Principles~~
~~(9) Roll call~~
~~(10) Adjournment~~

SECTION 3.03. **Quorum.** (a) A quorum must be present at any meeting at which a vote is taken committing the organization to any proposal.

(b) Without a quorum, meetings may be held at which proposals are submitted to the Chapter, matters of interest to the Chapter are discussed, or programs are formulated, but there shall be no formal voting on such matters.

(c) Voting may be completed electronically on matters of interest brought up at a meeting without quorum. No response after three days shall count as voting ~~in the affirmative~~present.

(d) One-half of the members of the Board shall constitute a quorum at meetings of the Board.

(e) One-half of the active student membership shall constitute a quorum at regular meetings.

(f) Three-quarters of the active student membership shall constitute a quorum for purposes of constitutional amendments, bylaw amendments, election of membership, officer elections, changing of initiation fees or chapter dues, imposing assessments on student members, and disciplinary actions.

(g) Excluding chapter officers, any member who is absent during the opening roll call of a regular meeting, for which notice has been provided that the matters of constitutional amendments, bylaw amendments, election of membership, officer elections, changing of initiation fees or chapter dues, imposing assessments on student members, or disciplinary actions are to be voted upon shall immediately become inactive.

"SECTION 3.04. Frequency. Regular meetings of the Chapter shall be held twice a month, excluding the first and last months of the academic semester, which only require one meeting, starting the second week of each academic semester and continuing until the end of the same semester. The first regular meeting shall not address any matters requiring a quorum of three-fourths of active membership. A regular meeting which requires three-fourths quorum cannot happen more than once in a month, and members are entitled to at least 2 weeks of advance notice before a regular meeting requiring a quorum."

Bylaw IV
Committees

SECTION 4.01. **Executive Committee.** (a) The Chapter shall have an Executive Committee consisting of all chapter officers and the chairpersons of ad hoc committees.

(b) The Executive Committee shall prepare, for adoption by the active members, budgets,

Commented [ND26]: More specific than 'attendance' as previously written.

Commented [ND27]: Provided for by RONR. This just makes things more clear for future presiders.

Commented [ND28]: Used to say "shall count as voting present" which didn't hold meaning.

Commented [ND29]: This coheres with the section of the Bylaw on membership duties which states that officers shall be considered active members for the duration of their service.

Commented [ND30]: This is Headquarters' suggested method for ensuring quorum is met for these important topics which require a quorum of three-fourths of the active membership.

semester schedules, and other broadly applicable policies.

(c) The Executive Committee shall meet regularly as needed.

SECTION 4.02. **Standing Committees.** (a) The Chapter shall have standing committees on Awards, Events & Programs, Membership & Regalia, and Public Relations.

(b) Chairpersons of standing committees shall be determined in accordance with the Officer Duties subsection of the Bylaws herein.

(c) Charges for standing committees shall be set by Chapter policies.

(d) Members may only be appointed to the Awards Committee if they have been active for no less than one entire semester prior to their appointment to the Awards Committee.

SECTION 4.03. **Ad Hoc Committees.** (a) The President shall establish ad hoc committees as desired for the purpose of addressing specific issues, tasks, or problems within the Chapter.

(b) Chairpersons shall be appointed by the President and are subject to approval by the Chapter.

(c) Committee members shall be appointed by the committee chairperson or the President.

(d) The President shall provide written lists of specific duties and responsibilities to the committee chairmen.

"SECTION 4.04. Allocations. (a) Each committee shall receive an annual preauthorized spending limit during the adoption of the annual budget.

(b) No committee shall enter a contract exceeding a total value of $500 without receiving authorization from an affirmative majority vote of the active membership."

Bylaw V

Membership Duties

SECTION 5.01. **Adherence to Principles.** (a) All members of the Chapter shall continuously uphold all principles of Tau Beta Pi, and they must honor the Chapter and the University with their actions, speech, and character as they swore to do when joining the Association.

(b) To refamiliarize themselves with the content of the oath they swore to uphold when joining the Association, members may request, at any time, from the President, the opportunity to review the ritual. The President shall ensure the timely availability of a paper copy of the ritual for this purpose, and shall provide supervised access to the same.

(c) Members must report any observed violations of this section to the Advisory Board as soon as reasonably possible. Knowingly failing to report said misconduct shall be considered an equally offensive form of misconduct.

(d) The Board shall consider all reported violations of this section and may recommend for a member to be fined or for the Chapter to issue a recommendation to the Executive Council that the member in question be suspended or expelled in accordance with the CBA.

SECTION 5.02. **Active Status.** (a) Members of the Chapter shall maintain their active status via hearty participation in the Chapter's work.

(b) Chapter policies shall establish procedures for determining membership statuses. Said policies shall give guidance to the Advisory Board for inactivation of members in accordance with its authority provided by the CBA.

(c) Members shall become inactive automatically as provided for by the Bylaws herein.

(d) Elected officers of the Chapter shall be considered active members for the whole duration of their term in office.

SECTION 5.03. **Attendance.** (a) Active members shall maintain a strong precedent of support and pride among the membership by attending all initiation ceremonies and Chapter banquets where new members are to be recognized.

(b) Active members shall attend regular meetings and actively participate in discussions regarding regular business and other matters of interest.

(c) Active members shall attend no less than one service project per semester. The service project

Commented [ND31]: Membership-initiation and activities committees were struck. Awards, E&P, M&R, and PR were added. The President used to be able to establish standing committees.

Commented [ND32]: Used to be appointed by the President.

Commented [ND33]: Used to bet set by the President.

Commented [ND34]: "and" was replaced with "or"

Commented [ND35]: Comes directly from the script of the constitutionally required ritual.

shall be selected by the active membership during regular meetings.

(c) All exceptions to the requirements of this section shall be approved in advance by the Board. If a member cannot attend some event(s) due to valid schedule conflicts, and if the Board grants exceptions for said conflicts, then the member shall be granted full credit for attendance at the event(s) in question.

~~SECTION 5.04. **Committee Service.** Active members shall serve on no less than one committee at a time for the duration of their membership. Committee service shall be defined as holding an elected office or an appointed position on a committee.~~

SECTION 5.0~~4~~5. **Responsiveness.** Active members shall respond in a timely manner to electronic surveys, RSVPs, and questionnaires distributed by the officers on behalf of the Chapter.

Bylaw VI

Eligibility

SECTION 6.01. **Program Eligibility.** (a) The eligibility of the prospective members to the Chapter shall be determined from a class rank listing of all engineering students of the approved programs listed in this section.

(b) This listing shall be an official semester copy received from the University Registrar's Office.

(c) The lists shall consist of sophomores, juniors, seniors, summer, coop-students in school or intersession and graduate classes.

(d) This listing shall include the emergency contact information of all eligible students.

(e) Only students in engineering programs approved by the Association will be considered for membership. For graduate and undergraduate students, these programs include:

(1) Architectural Engineering.
(2) Biological and Agricultural Engineering.
(3) Biomedical Engineering.
(4) Chemical Engineering.
(5) Civil Engineering.
(6) Computer Engineering.
(7) Computer Science.
(8) Electrical Engineering.
(9) Environmental Engineering.
(10) Industrial and Manufacturing Systems Engineering.
(11) Mechanical Engineering.

SECTION 6.02. **Eligibility Requirements for Juniors.** (a) Eligible juniors shall be defined as the upper one-eighth of students considered to be in the junior class in accordance with the credit hour requirements given below.

(1) Minimum of (60) credit hours completed.
(2) Minimum of (55) graded credit hours.
(3) Minimum of (30) credit hours taken at the University.
(4) Minimum of (25) graded credit hours at the University.

(b) Completion of Engineering Physics I and Calculus II for students not majoring in Computer Science.

(c) Completion of CIS 300 and CIS 301 for students majoring in Computer Science.

SECTION 6.03. **Eligibility Requirements for Seniors.** (a) Eligible seniors shall be defined as the upper one-fifth of students considered to be in the senior class in accordance with the credit hour requirements given below.

(1) Minimum of (90) credit hours completed.
(2) Minimum of (82) graded credit hours.

Formatted: Indent: Left 0 ch, First line: 0 ch

Commented [ND36]: The University Registrar now requires us to have this language in our bylaws. This change in policy prevented us from sending parent letters in fall 2024.

Commented [ND37]: These are currently the only approved majors for the Kansas Gamma Chapter.

Commented [ND38]: The Chapter has lost many otherwise eligible candidates to this provision in recent years.

(3) Minimum of (30) credit hours taken at the University.
(4) Minimum of (25) graded credit hours at the University.
(b) Completion of all sophomore level courses required in specific major.
(c) Completion of at least two junior level required engineering courses.

SECTION 6.04. **Eligibility Requirements for Eminent Engineers.** An eminent engineer must be nominated any active member of the Chapter to be eligible for election to membership.

Bylaw VII

Candidacy Process

SECTION 7.01. **Orientation.** All prospective student candidates shall attend and actively participate in no less than one orientation session during the semester in which they seek to join. The purpose of which being to inform the candidates of the Association and its membership obligations along with the details of the Chapter's candidacy process. ~~and to allow active members to become acquainted with prospective electees.~~

SECTION 7.02. **Service Project.** All prospective student candidates shall attend and actively participate in no less than one service project specified by the Chapter officers.

SECTION 7.03. **Social Event.** After the orientation, but before the election, a social event shall take place each semester to inform prospective student candidates about the Association, the Chapter, the Epsilon Chapter of Sigma Tau, and to allow active members to become acquainted with prospective electees so they can develop informed opinions about the candidates prior to voting to elect or reject them.

SECTION 7.04. **Signature Booklet.** All prospective student candidates shall complete a signature booklet within a reasonable period as specified by the Chapter officers. The signature booklet shall include an electee exam. The electee exam shall be graded for accuracy and shall include questions regarding the provisions of the CBA related to expulsion, suspension, and inactivation of members, as well as important historical topics as determined by Chapter policies, and it shall serve as the official application for membership, and it shall be endorsed by no less than ten members of the Association. The Membership & Regalia Committee shall ensure that all signature booklets comply with requirements prior to candidate elections. Submitting a non-compliant signature booklet shall disqualify a candidate from the candidacy process for the remainder of the semester.

SECTION 7.05. **Character Evaluation.** All candidates shall be continuously observed and evaluated for exemplary character requirements during every step of the candidacy process. The candidates shall all be evaluated based on their integrity, breadth of interest both inside and outside of engineering, adaptability, unselfish activity, and self-motivation. An extensive character evaluation questionnaire shall be completed by each of the candidates. This questionnaire may be included in the signature booklet. The first question of which shall ask them to certify that they have read the 1926 Eligibility Code of Tau Beta Pi The Membership & Regalia Committee shall review all character evaluation questionnaires for compliance with the standards of the Association.

SECTION 7.06. **Election Procedure.** (a) When a candidate has fulfilled their orientation, service project, social event, and signature booklet requirements, they then must be elected, via secret ballot, by an affirmative vote of at least three-fourths of the Chapter's active membership or by the unanimously affirmative vote of the Advisory Board. ~~A candidate must be elected by an affirmative voice of at least three-fourths of active chapter memberships present at the election meeting.~~

(b) Electronic voting is permissible but must occur by secret ballot.

(c) If necessary, voting may occur before signature books have been reviewed, but the election of candidates shall be contingent upon the compliance of their signature books.

Commented [ND39]: Used to say "the semi-annual orientation", but we've now done multiple sessions per semester for six consecutive semesters.

Commented [ND40]: This is the purpose of the Signature Social events.

Commented [ND41]: Has recently been graded for completion only.

Commented [ND42]: Voice vote is unconstitutional in this case.

SECTION 7.07. **Reading of CBA.** In accordance with the CBA, every electee shall read the CBA before being initiated.

SECTION 7.08. **Revocation of Election.** (a) Any electee not meeting candidacy requirements shall be disqualified from the candidacy process, and their election shall be revoked in accordance with the provisions of the CBA.

(b) If their scholastic eligibility is maintained until the next candidacy period begins, then they may again be considered for election at that point, as long as the reason for revocation was not related to credible evidence of poor character, subject to determination by the Board.

(c) An election revocation due to credible evidence of poor character shall disqualify an electee from future attempts at candidacy with the Kansas Gamma Chapter.

SECTION 7.09. **Postponement of Initiation.** An electee shall be eligible for initiation without re-election if their initiation was properly postponed in accordance with the CBA.

SECTION 7.10. **Chapter Banquet.** All initiates shall attend the semesterly banquet immediately following their ceremony of initiation into the Association. Each member shall be officially presented with their membership certificate during the banquet.

SECTION 7.11. **Exceptions.** All exceptions to candidacy requirements must be reviewed and approved by the Advisory Board prior to their granting.

SECTION 7.12. **Prohibited Messaging.** Throughout the candidacy process, membership in the Chapter and the Association shall never be described as a "minimal time commitment". Candidates shall never be told that membership in the Association cannot be rescinded or that there are no continuing requirements for active members of the Chapter.

Bylaw VIII
Member Recognition

SECTION 8.01. **Fowler Most Outstanding Member Award.** (a) The Chapter shall grant this award to its most outstanding active member, excluding officers, no more than twice per annum.

(b) This award shall honor the contributions and dedication of Dr. Eddie R. Fowler, Kansas Gamma '57, who served as a former chief advisor of the Chapter.

(c) The prize for this award shall be determined by Chapter policies.

SECTION 8.02. **Tillman Special Service Award.** The Chapter shall grant this award, on an as-deserved basis, to members exhibiting exemplary drive and dedication to the fulfillment of the work of the Chapter.

(b) This award shall honor the life of Dr. Frank A. Tillman, Missouri Alpha '60, who was the founding advisor of the Chapter.

(c) The prize for this award shall be determined by Chapter policies.

SECTION 8.03. **Rathbone Underclassman of the Year Award.** (a) The Chapter shall grant this award, once per annum during the spring semester, to an underclassman who exemplifies the ideals of the Association.

(b) This award shall honor the life of Dr. Donald E. Rathbone, Indiana Alpha '51, who served as a devoted advisor of the Chapter for over 30 years.

(c) The prize for this award shall be determined by Chapter policies.

(d) In addition to private recognition given at the Chapter's discretion, this award shall be presented publicly in front of the student body at such an event as the Engineering Awards Banquet following the culmination of Engineering Open House.

SECTION 8.04. **Graduation Regalia.** (a) Graduation regalia shall be sourced and distributed by the Chapter in accordance with Chapter policies.
(b) Headquarters shall be instructed to restrict purchases of regalia such that members of the Chapter shall not purchase regalia directly from the Association.

SECTION 8.05. **Association Awards.** The Chapter shall recognize its members who win Association awards. Chapter policies shall define said recognition.

SECTION 8.06. **Additional Awards.** The Awards Committee shall develop and grant additional awards as needed.

SECTION 8.07. **Recordkeeping.** The Chapter shall maintain a permanent record of the names of all of its recipients of awards granted either by the Chapter or by the Association.

Bylaw IX

Dues, Assessments, and Fines

SECTION 9.01. **Membership Fee.** (a) To cover initiation-related expenditures, the Chapter shall collect a Chapter Fee, in addition to the Association Fee, from each of its electees according to the following schedule:

Fiscal Year	**Chapter Fee**	Association Fee*	Total Fee
2024-2025	**$65**	$55	$120
2025-2026	**$60**	$60	$120
2026-2027	**$55**	$65	$120
2027-2028	**$50**	$70	$120
2028-2029	**$45**	$75	$120
2029+	**$45**	TBD	$45 + TBD

*The Association Fee is determined by the Convention of Tau Beta Pi and is provided for reference only to help explain the decreasing Chapter Fee.

Commented [ND43]: This was always supposed to be included in the Chapter Bylaws, but was not. It is highlighted in yellow because we are changing the existing Chapter Fee.

SECTION 9.02. **Assessments.** (a) The Chapter may impose assessments on its members when it incurs any expense on their behalf.
(b) The total value of a member's assessment shall be no greater than their share of the Chapter's actual expenses associated with the event.
(c) Proposed assessments must be presented in writing, accompanied by evidence, and shall be imposed by an affirmative vote of at least three-fifths of the Chapter's active membership.

SECTION 9.03. **Fines.** (a) The Chapter may impose punitive fines on its members when they violate the Bylaws herein or the CBA.
(b) Proposed fines must be presented in writing and shall be imposed by an affirmative vote of at least three-fourths of the Chapter's active membership, subject to a five-sevenths affirmative vote of the Board.

Bylaw X

Amendments

SECTION 10.01. **Proposals.** Amendments to the Bylaws herein may be proposed by any active member of the Chapter. A proposed amendment shall be submitted in writing to the President ~~and signed by the members proposing it~~.

Commented [ND44]: The old Bylaws said any three active members of the Chapter.

SECTION 10.02. **Voting.** The Bylaws herein may be amended by a three-fourths affirmative vote of the Chapter's active membership, subject to the approval of the Board and the Association in accordance with the CBA.

SECTION 10.03. **Association Approval.** Within two weeks of the date on which an amendment is adopted, the Secretary shall send a copy of the amended Bylaws to the Executive Director of the Association for final approval.

Commented [ND45]: Updated from Secretary-Treasurer

Bylaw XI

Enactment

These Bylaws, being a revision of the Bylaws adopted and enacted by the Kansas Gamma Chapter on February 18, 2020, by three-fourths affirmative vote of the active membership, were proposed to and adopted by the Chapter, with the recommendations of the Bylaw Review Committee (ad hoc), on (INSERT DATE), by three-fourths affirmative vote of the active membership. They were then approved by the Advisory Board on (INSERT DATE), and by the Executive Director on (INSERT DATE), and thus became the law of the Chapter in accordance with the CBA

LEGEND

- Existing provisions (unmodified).
- Existing provisions (modified).
- ~~Existing provisions (deleted).~~
- New provisions.
- Constitutionally coherent language (non-negotiable).
- To bet updated when officially proposed.